



STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
 OCCUPATIONAL & PROFESSIONAL LICENSING DIVISION
 Telephone: (860) 713-6135
 Web Site: www.ct.gov/dcp/

APPLICATION FOR SHORTHAND REPORTER

INSTRUCTIONS:

The individual applying for the license must complete this form. All spaces must be completed – please print or type. This application **must be accompanied by a check or money order** for the appropriate fee as noted below, made payable to: ***“Treasurer, State of Connecticut.”*** **Application fees are non-refundable.**

➔ Return your completed application and appropriate fee to:

Department of Consumer Protection, License Services Division, 165 Capitol Avenue, Hartford, CT 06106

If your application is <u>received</u> between:	Your Payment is:			
	Application Fee	Initial License Fee	Total Fee	Expiration Date
January 1, 2005 - September 30, 2005	\$ 50.00	+ \$ 150.00	= \$ 200.00	12/31/2007
October 1, 2005 - June 30, 2006	\$ 50.00	+ \$ 112.50	= \$ 162.50	12/31/2007
July 1, 2006 - March 31, 2007	\$ 50.00	+ \$ 75.00	= \$ 125.00	12/31/2007
April 1, 2007 - December 31, 2007	\$ 50.00	+ \$ 37.50	= \$ 87.50	12/31/2007

Applicant's Name (First Name, Middle Initial, Last Name)				
Applicant's Street Address		City or Town		State
Zip Code				
Telephone Number (with area code)	Date of Birth	Social Security Number	Email Address	
Do you have a professional designation from NCRA? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, please attach a copy		Do you presently hold a license for your occupation in any state? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, please attach a copy of your current license		
Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, please attach a statement providing the date(s) and nature of conviction(s), where the case(s) were decided and a description of the circumstances relating to each conviction.				

EMPLOYER INFORMATION

Business Name			
Business Street Address		City or Town	State
Zip Code			

Any persons making any misstatement as to experience or other qualifications or any person subscribing to or vouching for any misstatement shall be subject to those penalties as provided for in the Connecticut General Statutes.

 Signature of Applicant

 Date

Subscribed and Sworn to before me

Notary Seal

 Signature of Notary Public

 My Commission Expires

STATEMENT OF EXPERIENCE

NAME AND ADDRESSES OF OCCUPATION-RELATED EXPERIENCE	DATES		TOTAL TIME	
	FROM	TO	Years	Months
Name:				
Address:				
Name:				
Address:				
Name:				
Address:				
Name:				
Address:				
Name:				
Address:				

NAME AND ADDRESSES OF OCCUPATION-RELATED SCHOOLS	DATES		TOTAL TIME	
	FROM	TO	Years	Months
Name:				
Address:				
Name:				
Address:				
Name:				
Address:				
Name:				
Address:				
Name:				
Address:				

Sec. 20-652. License required for use of title and practice of shorthand reporting. Exception. On and after January 1, 1999, no person shall use the title “shorthand reporter”, “court reporter” or similar designation, or display or use any words, letters, figures, title, advertisement or other device to indicate that such person is a shorthand reporter, or engage in the practice of shorthand reporting for compensation in this state, unless such person is licensed in accordance with the provisions of sections 20-650 to 20-656, inclusive, except as provided in section 20-655.

Sec. 20-654. Examinations. No person shall receive a license under the provisions of sections 20-650 to 20-656, inclusive, until such person has passed an examination which shall be substantially similar to the examination of the National Court Reporters Association, or has submitted evidence satisfactory to the board that such person is a Registered Professional Reporter of the National Court Reporters Association or its equivalent.

Sec. 20-655. Exemptions. The provisions of sections 20-650 to 20-656, inclusive, do not apply to: (1) Any person who is employed by this state as a court reporter or shorthand reporter, whether compensated on a salary or a per diem basis, but only to the extent such person performs such court reporting or shorthand reporting in the course of such person’s employment with the state; and (2) any person who is employed by the United States as a court reporter for the federal courts located in this state.